

THAT WHICH IS CLAIMED:

1. A method for reporting, assigning, and tracking facility incident reports, comprising:

5 receiving an incident report;

automatically providing an electronic report notification of the incident report to a supervisory authority;

classifying the incident according to an incident classification standard;

assigning corrective action to designated personnel;

10 automatically providing an electronic assignment notification of the incident report and assigned corrective action to each of the designated personnel; and

receiving a confirmation of completion of the assigned corrective action to the incident report by the designated personnel.

15 2. The method of claim 1, further comprising an additional step of reviewing the incident report by the supervisory authority after the step of automatically providing the electronic report notification to the supervisory authority.

20 3. The method of claim 2, further comprising an additional step of automatically providing a report notification of the incident report to an incident classification authority after the review by the supervisory authority, wherein the classification authority performs the classifying step.

25 4. The method of claim 1, wherein the incident classification standard is based upon a severity of harm caused as a result of the incident.

5. The method of claim 1, further comprising an additional step of storing the incident report in an electronic database.

30 6. The method of claim 5, further comprising an additional step of selectively limiting access to the electronic database by a plurality of selected personnel, wherein the

selected personnel are selected from the group consisting of the supervisory authority, the designated personnel, and an incident classification authority.

7. The method of claim 5, further comprising an additional step of storing the  
5 incident classification in the electronic database.

8. The method of claim 7, further comprising an additional step of storing the assigned corrective action and designated personnel in the electronic database.

10 9. The method of claim 1, further comprising an additional step of completing the assigned corrective action by designated personnel after the step of automatically providing the electronic assignment notification.

15 10. The method of claim 1, further comprising an additional step of automatically providing a completed action notification of the incident report to the supervisory authority after the step of receiving the confirmation of completion.

20 11. The method of claim 10, further comprising an additional step of reviewing the completed assigned corrective action in the incident report by the supervisory authority after the step of automatically providing the completed action notification.

12. The method of claim 11, further comprising an additional step of determining whether an additional assignment of corrective action is required by the  
25 supervisory authority after reviewing the completed assigned corrective action, and if additional corrective action is required then also comprising repeating steps of assigning a corrective action, automatically providing an electronic assignment notification, and receiving a confirmation of completion.

13. The method of claim 1, wherein the step of classifying the incident includes classifying the incident with an incident classification standard according to an environmental incident reporting standard related to harm caused to the environment.

5 14. The method of claim 13, wherein the environmental incident reporting standard is a governmentally directed standard for use in reporting an environmental incident to a government authority.

10 15. The method of claim 1, wherein said assigning step further includes assigning a due date to designated personnel to complete corrective action and further comprising a step of providing an overdue notification to the designated personnel after the due date.

15 16. The method of claim 15, wherein said providing an overdue notification step includes providing an overdue notification to the supervisory authority.

17. A system for reporting, assigning, and tracking facility incident reports, comprising:

20 a computer network;  
a computer database connected to said computer network;  
an incident reporting user interface for receiving facilities incident reports and for transmitting the facilities incident reports via said computer network to said computer database;

25 a supervisory user interface for permitting review of the incident report, and for receiving the assignment of at least one corrective action and a designation of personnel to complete the assigned corrective action;

a corrective action user interface for permitting the designated personnel to review the incident report and to record completion of the assigned corrective action;

30 an incident classification user interface for permitting review of the incident report and for receiving a classification of the incident; and

5 a electronic notification generator to provide automatic notification of the incident report to a plurality of user interfaces, including a notification to the supervisory user interface and the incident classification user interface upon a receipt of a facility incident report, and a notification to the corrective action user interface upon the assignment of the corrective action and the designation of personnel.

18. The system of claim 17, wherein each user interface requires entry of a login identification code to limit access to the respective user interface.

10 19. The system of claim 18, wherein the computer database comprises a designated access list including a plurality of login identification codes, and wherein the user interfaces are responsive to the designated access list such that access to the incident reports requires entry of a login identification code from the designated access list.

15 20. The system of claim 17, wherein the computer network is selected from the group consisting of a local area network, a wide area network, and an intranet.

21. The system of claim 20, wherein at least one user interface comprises a personal computer.

20 22. The system of claim 20, wherein the notification generator provides notification in the form of an electronic mail document.

25 23. The system of claim 17, wherein the supervisory user interface provides for the recording of a due date for the assigned corrective action and the notification generator provides a notification to the corrective action user interface of the due date.

30 24. The system of claim 23, wherein the computer network comprises a processing element for sorting the incident reports having a due date which are past without any indication that the assigned corrective has been completed.

25. The system of claim 17, wherein the computer network comprises a processing element for sorting the incident reports according to a predefined parameter selected from the group consisting of an assigned incident number, a keyword in the incident report, a status of the incident report, an originator of the incident report, a 5 location of the incident, a facility system related to the incident report, and a date of the incident report.

26. A method for reporting, assigning, and tracking facility environmental incident reports, comprising:

10 receiving an incident report;  
automatically providing an electronic report notification of the incident report to a supervisory authority;  
classifying the incident according to an environmental incident classification standard based upon the harm caused to the environment;  
15 assigning corrective action to designated personnel;  
automatically providing an electronic assignment notification of the incident report and assigned corrective action to each of the designated personnel; and  
receiving a confirmation of completion of the assigned corrective action to the incident report by the designated personnel.

20 27. The method of claim 26, further comprising an additional step of reviewing the incident report by the supervisory authority after the step of automatically providing the electronic report notification to the supervisory authority.

25 28. The method of claim 26, further comprising an additional step of automatically providing a report notification of the incident report to an environmental incident classification authority, wherein the classification authority performs the classifying step.

30 29. The method of claim 26, further comprising an additional step of storing the incident report in an electronic database.

30. The method of claim 29, further comprising an additional step of  
selectively limiting access to the electronic database by a plurality of selected personnel,  
wherein the selected personnel are selected from the group consisting of the supervisory  
5 authority, the designated personnel, and an environmental incident classification  
authority.

31. The method of claim 29, further comprising an additional step of storing  
the incident classification in the electronic database.

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32. The method of claim 31, further comprising an additional step of storing  
the assigned corrective action and designated personnel in the electronic database.

15 33. The method of claim 26, further comprising an additional step of  
completing the assigned corrective action by designated personnel after the step of  
automatically providing the electronic assignment notification.

20 34. The method of claim 26, further comprising an additional step of  
automatically providing a completed action notification of the incident report to the  
supervisory authority after the step of receiving the confirmation of completion.

25 35. The method of claim 34, further comprising an additional step of  
reviewing the completed assigned corrective action in the incident report by the  
supervisory authority after the step of automatically providing the completed action  
notification.

30 36. The method of claim 35, further comprising an additional step of  
determining whether an additional assignment of corrective action is required by the  
supervisory authority after reviewing the completed assigned corrective action, and if  
additional corrective action is required then also comprising repeating the steps of

assigning a corrective action, automatically providing electronic an assignment notification, and receiving a confirmation of completion.

37. The method of claim 26, wherein the environmental incident classification  
5 standard is a governmentally directed standard for use in reporting an environmental  
incident to a government authority.

38. The method of claim 26, wherein said assigning step further includes  
assigning a due date to designated personnel to complete corrective action and further  
10 comprising a step of providing an overdue notification to the designated personnel after  
the due date.

39. The method of claim 38, wherein said providing an overdue notification  
step includes providing an overdue notification to the supervisory authority.

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